

2025 EPL Board of Trustees

Meeting Minutes

Monday, April 14, 2025

6:00pm, Central Branch

Attendees:

Trustees Present

Debbie Kroupa Maggie Leglise Jessica Schneider Patricia Schrull Rhonda Smith

Trustees Absent

Sam Battle Koneake Lawrence Scott Serazin Ray Armstrong

Staff:

Macy Southard Frank Szuch Kathy Runser Jennifer Starkey
Debby Perkins Carrie Tilley

Visitors:

Wendi Zwaduk

The Board met at the Central Branch Library. Debbie Kroupa called the meeting to order at 6:01 pm. Debbie welcomed all Attendees.

Public Comments:

President of the Keystone Friends, Wendi Zwaduk, handed out flyers to spread awareness for the Keystone Founding Celebration. This event will take place on Saturday May 24 – Monday May 26. More information can be found here: <https://www.facebook.com/p/2025-LaGrange-Founding-Celebration-61572619873510/>

Consent Agenda Items:

a. Approval of March 2025 monthly meeting minutes

b. Personnel Actions:

New Hires:

Alina Gates, Assistant Librarian - Outreach

c. Memorials & Contributions:

Willis & Etta Gove	\$579.38	Support Youth Literacy
Memorial Fund		Programs
EPL Friends - Keystone	\$280.00	Replenish Seed Library
EPL Friends - Elyria	\$900.00	WR Garden Supplies (Feb 2025)
EPL Friends - Elyria	\$8,000.00	Summer Reading Program (Feb 2025)
EPL Friends - Keystone	\$2,000.00	Summer Reading Program (Feb 2025)
Kathy Pope	\$30.00	
Met Life Trust	\$27.80	
Nicholas Gesouras	\$50.00	In memory of Viv Flanigan

Rhonda Smith moved to approve the Consent Agenda Items. Jessica Schneider seconded the motion. The Board approved the Consent Agenda Items. (**Resolution 32.25**)

Fiscal Officer's Report:

Financial Update:

Current year-to-date financial is provided with a comparison to last year as well as a projection for 2025.

- In March, EPL received the 1st half tax payment. Most of this was transferred to the Star Ohio investment account for future operating needs as well as the bond payment due in June.
- PLF is currently trending higher than budget and prior year.
- Investment earnings are down compared to both budget and prior year due to the decline in interest rates.
- Salaries & Benefits - costs are higher than 2024 due to wage increases given in 4th quarter 2024 as well as the increased percentage the library is paying for health insurances. Due to staffing changes and open positions, 2025 is projected to be slightly under budget at this time.

State Budget Update:

February 2025:

Governor DeWine's executive budget proposed an increase in the PLF % from 1.7% to 1.75%. Additionally, with projected growth in the state's tax receipts, the funding for libraries was estimated to increase by \$91m over the 2025 budget.

April 2025:

The House voted on Substitute HB96, which is their version of the 2026-2027 State Budget. The House's version eliminated the Public Library Funding as a % of tax receipts. Instead, their budget moves funding for libraries to a line-item appropriation. The proposed funding is flat over the 2 years as compared to the 2025 Budget PLF.

May 2025:

Throughout May, the Senate will prepare their version of the 2026-2027 Budget. From conversations and meetings at Legislative Day, it seems the line-item appropriation for library funding will be included in the Senate's budget. Additionally, there are conversations on changing the allocation method from the state to the counties. It is unclear at this point how that will affect Lorain County.

Rhonda Smith motioned to approve the Fiscal Officer's Report. Patricia Schrull seconded the motion. The Board approved the Fiscal Officer's Report. (**Resolution 33.25**)

Director's Report:

1. Facilities and project updates

- a. Story time room
 - i. Frank and the maintenance team have finished the tear out for the cabinets and other materials. They will begin patching any areas necessary on the walls to prepare for paint.
 - ii. Paint in process (EPL maintenance team)
- b. EV Station is installed; we are awaiting instructions to set up operation regarding payment options.
- c. Parking lot paving will take place on April 28th and 29th. The West River branch will be closed for the two days, with staff still expected to work.

2. Operations updates

- a. Staff Day recap – Staff day was on Friday April 4th, it was a success but also a very heavy informational day. Mayor Kev Brubaker delivered his State of the City presentation, we hosted a panel with local organizations/partnerships: MHRAS, LCCAA,

United Way, Riveon, and Lorain County Jobs & Family services. Lastly, staff learned more about the state budget and how to talk about the issue.

- b. New Storybook Stroll coming to Elyria!
 - i. Ready Set Go... to Kindergarten collaborative funding a new story walk at West Park in partnership with the City of Elyria, Parks & Rec dept. EPL will be responsible for book selection and monthly update each month.

3. Legislative updates

- a. House budget and patron communication impact – see *Fiscal Officers report*. OLC created a strategy for this situation to spread awareness to our patrons. We asked patrons and staff to share testimonies that impact the libraries, focusing on things like local control and taxing entities. For now, we will continue keeping an eye on all things relating to state funding.
- b. OLC Legislative day - During Legislative Day, representatives from the library had productive meetings with legislators. There's also ongoing debate about how state library funding is calculated, with talk of revisiting the current funding formula in the future. EPL emphasizes staying united with the OLC and the majority of libraries to maintain a strong, consistent voice at the state level.
- c. Federal IMLS funding – The Institute of Museum and Library Services is a federal agency that was cut. All IMLS grants were frozen. We are watching the situation to see how it impacts EPL and the services we receive from the State Library of Ohio.

4. Events

- a. OLC Trustee Dinner May 8, Independence OH
- b. Royal Storytime June 4, West River Storytime room

5. Guest Speakers

- a. Keystone Branch Manager, Carrie Tilley to discuss the Keystone branch's visibility in the community and an update on all things Keystone.

Keystone's Branch Manager, Carrie, gave a presentation on Keystones' goals, programs, and statistics. At Keystone, it is their hope to draw more patrons in by tracking stats, so far, the branch traffic has gone up! They're in the process of making Keystone more inviting and welcoming by adding creative elements around the branch.

A few programs they are looking forward to including Sci Fi book club, homesteading series, family programs, and engaging with community (programs like Ales and Tales, Key Collaborative partnerships).

Jessica Schneider motioned to approve the Director's Report. Maggie Leglise seconded the motion. The Board approved the Director's Report. (**Resolution 34.25**)

Presidents report:

At the last meeting, the president discussed the need for a *Revision of the Bylaws* committee. The president appointed Koneake Lawrence to the Bylaws ADHOC committee.

May 8 Trustee dinner in Independence, if interested RSVP to Macy.

Rhonda Smith motioned to approve the President's Report. Maggie Leglise seconded the motion. The Board approved the President's Report. (**Resolution 35.25**)

Committee Reports:

Friends of EPLS

The Friends have finished sorting a large quantity of book donations from a longtime Friends member. The Friends had their first public donation day on the last Friday of March and the turnout was better than last year; at least a dozen people showed up to donate. The Annual Meeting for the Friends will take place on June 3rd at West River. The next donation day will be the last Friday of this month at Taylor street.

Friends of EPLS Keystone

The Keystone friends started with donations, they offered 150 books to be donated to the schools. They will also have a parade float for the Founding Day parade. Donation day to be determined.

Elyria Public Library Foundation

Next meeting is at the South branch on Wednesday, April 16.

AD HOC Committee

Recruitment committee: The survey is done and will start on or around May 15 and it will be open for 30 days. If needed, this can be extended. Committee will vet candidates and present recommendations to Board.

Jessica Schneider motioned to approve the Committee Reports. Patricia Schrull seconded the motion. The Board approved the Committee Reports. (**Resolution 36.25**)

Old business:

West River HVAC

Motion: SELECT MOST-QUALIFIED DESIGN PROFESSIONAL, APPROVE PRICE PROPOSAL AND AUTHORIZE ENGINEER AGREEMENT FOR THE WEST RIVER HVAC REPLACEMENT PROJECT.

After the RFQ was sent out, four firms submitted qualifications. EPL interviewed 3 of the firms: Karpinski engineering, RE Warner and LaBella (NY). Jen, Debby and Frank ranked their choices on a rubric from Bricker Graydon and ultimately decided to go with Karpinski as the highest ranked.

The \$68,775 from Karpinski includes basic services and 2 supplemental services (including building automation and commissioning). They will begin the process out to bid in July. This project should be done by June 2026.

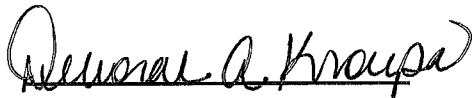
Adding "Director" to paragraph 6 and section number 3.

Roll Call Vote	Yes	No	Abstain	Absent
Debbie Kroupa	X			
Jessica Schneider	X			
Maggie Leglise	X			
Scott Serazin				X
Sam Battle				X

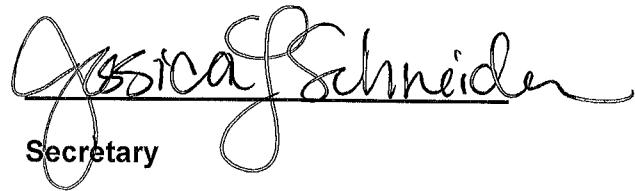
Ray Armstrong				X
Koneake Lawrence				X
Patricia Schrull	X			
Rhonda Smith	X			

Rhonda Smith moved to approve Resolution 37.25. Patricia Schrull seconded the motion. The Board approved Resolution 37.25.

Adjournment: Jessica Schneider motioned to adjourn the meeting. Patricia Schrull seconded the motion. The Board voted to adjourn the meeting at 7:02 pm. (***Resolution 38.25***)



President



Secretary

